

**CLASS TITLE: Coordinator of Air Mask Service**

**CHARACTERISTICS OF THE CLASS:** Under direction, supervises and coordinates the operations of the Chicago Fire Department's Breathing Apparatus Service; and performs related duties as required.

**EXAMPLES OF DUTIES:** Monitors and controls breathing apparatus and air supplies; supervises and coordinates timekeeping, budget preparation and inventory control; develops and implements methods, operations and procedures for the effective and efficient operation of the Breathing Apparatus Service; ensures the effective maintenance, inventory and control of supplies and their distribution to Fire Department personnel; monitors the operation of air cylinder charging facilities; researches, develops and implements improved methods and techniques for breathing apparatus use; advises senior management personnel on matters relating to the effective and efficient operation of the Breathing Apparatus Service; functions as a liaison with vendors and manufacturers regarding the development and use of relevant equipment; represents the Fire Department on the National Fire Protection Association Committee; functions as a safety officer at the scene of fires and similar emergencies.

**DESIRABLE MINIMUM QUALIFICATIONS:**

Training and Experience. Career Service status as a uniformed member of the Chicago Fire Department supplemented by three years of experience at the mid-command level; or an equivalent combination of training and experience.

Knowledge, Abilities and Skill. Considerable knowledge of modern management principles and practices. Considerable knowledge of breathing apparatus equipment, maintenance and repair. Considerable knowledge of efficient recordkeeping techniques.

Ability to plan, organize, supervise and review the work of others. Ability to analyze, evaluate and repair breathing apparatus equipment. Ability maintain accurate records.

Considerable skill in reviewing, analyzing and correcting problems with breathing apparatus equipment. Considerable skill in the application of sound management practices and techniques. Considerable skill in developing and implementing techniques and uses for breathing apparatus equipment.

**NOTE:** Incumbent must obtain certification as an Air Mask Technician from a Self Contained Breathing Apparatus (SCBA) manufacturer.